



# IDW Communiqué



I-MANAGE Data Warehouse: Your link to DOE's Corporate Business Systems

February 21, 2005

## Welcome to the IDW Communiqué!

*This newsletter introduces you to the **I-MANAGE Data Warehouse (IDW)**, the central core of the I-MANAGE vision. The IDW is an easy-to-use reporting and analysis tool that will provide managers with timely, meaningful information for business decision making.*

### I-MANAGE Data Warehouse Goes Live on January 31 Go-Live

The I-MANAGE Data Warehouse (IDW) went live on January 31<sup>st</sup> with Standard Accounting and Reporting (STARS) pre-deployment data and other financial reports to approximately 100 users, including Headquarters Program Offices, Field CFO representatives and STARS team members. Some of the key capabilities of the January 31, 2005 deployment include STARS reporting on Accounting Flexfield (AFF) values, Accounting Flexfield hierarchies, General Ledger balances, and legacy system to STARS reconciliation. Sample management reports and dashboard gauges are also provided, as well as access to the current Financial Data Warehouse.

The new IDW users are being asked to provide feedback about the application in order to make improvements and enhancements before the IDW rolls out to a larger audience in May 2005. The IDW will continue to evolve and integrate data from other I-MANAGE systems and existing DOE enterprise systems. Furthermore, as users become more familiar with the system's capabilities and potential, new requirements will be identified and business solutions developed.

When STARS goes live in April 2005, the IDW will be populated with STARS General Ledger transactional information, making it possible to view lower levels of financial detail. The IDW will contain a number of standardized reports that will allow users to query the status of obligations, inquire about specific AFF values and analyze trends. The IDW will contain additional standardized reports with the added benefit of allowing users to reformat data with simple tools. For specialized reporting needs, technical report developers will be trained in IDW Discoverer Plus to design customized reports. More information on these features will be included in future IDW Communiqués.

### IDW Online Tutorials

Two online tutorials have been developed to help for new IDW users that will become available in April and May through iLearning. The two courses are described below. One is for all IDW users who will use standardized reports and customize them using the filtering and sorting tools. The second tutorial is geared toward report developers and programmers needing more specialized reports from IDW.

**Using IDW Reporting** is a tutorial for all users that introduces the STARS Accounting Flexfields and report hierarchy concepts. Students learn to access standard financial reports and to customize analysis through data filters, sorts, and drill downs. Users will learn to access financial reports, including new accounting and purchasing information contained in STARS and use IDW tools to analyze data within those reports.

***Applying IDW Advanced Topics*** is a tutorial for “super users” in each organization who will be responsible for designing custom queries for the organization to use. Participants in this course should have a working knowledge of SQL and have prior experience with reporting tools such as Business Objects, Crystal Reports, or Cognos. These super users will be able to use Discoverer Plus tools to design custom reports to support their organization’s specialized reporting needs.

## Accounting Flexfields (AFF)

All STARS and IDW users will make use of the new Accounting Flexfield string, which is the unique identifier for each transaction in STARS. The AFF string is made up of 11 segments of data relating to different identifiers such as fund type, appropriation year, allottee, program, project, etc. Users will query for reports using these segments of data within the AFF string. Therefore, an understanding of the AFF string values is essential.

An Accounting Flexfield Tutorial is near completion and will be a part of the *Using IDW Reporting* course for all users described above.

## IDW Quick Reference Cards

Two Quick Reference Cards (QRCs) are now available to new IDW users through the I-MANAGE Program Website. The first, ***Using IDW Portal***, provides step-by-step directions on how to locate and access the portal. The second, ***Using IDW Discoverer Viewer***, reviews how to use the IDW Discoverer Viewer to display standard reports or create new ones. These two QRCs are intended to be used together.

Although developed to be used immediately by the initial IDW users, these QRCs are available for general use and can be downloaded and printed.

### IDW Project Information

***I-MANAGE Program site:*** <http://www.mbe.doe.gov/me2-5/i-manage/>

I-MANAGE Program Manager: Warren Huffer, [warren.huffer@hq.doe.gov](mailto:warren.huffer@hq.doe.gov), 301-903-3761

IDW Project Manager: Lajos Grof-Tisza, [lajos.grof-tisza@hq.doe.gov](mailto:lajos.grof-tisza@hq.doe.gov), 301-903-1798

To be added to the IDW Communiqué mailing list, please send an email to [IDW@hq.doe.gov](mailto:IDW@hq.doe.gov)